

Number: 2001-02**Page 1 of 3****Date:** April 5, 2001**Subject:****SPECIAL OPERATIONS UNIT ESTABLISHED**

Purpose: Establishing a Special Operations Unit ("SOU") within the Investigations and Regulatory Enforcement Division of the Inspectional Services Department.

Determination:

Increased co-operation between law enforcement and public health and safety agencies and the community requires the Inspectional Services Department ("ISD") to participate in working arrangements with these agencies. And in special circumstances such as in the aftermath of fires, sudden death and other emergency incidents the SOU is required by these agreements to respond appropriately to these requests for assistance. For this reason, the SOU is being established.

Responsibilities:

1. The SOU is hereby created and shall be located within the Investigations and Regulatory Enforcement Division of ISD. The SOU shall be under the charge of the Director of the Investigations and Regulatory Enforcement Division. The SOU shall have assigned to it personnel as needed by the Commissioner from the various divisions of ISD. Any personnel so appointed shall perform their duties in accordance with the requirements of all applicable laws, regulations, and work rules.
2. The SOU is hereby designated as this department's first responder when ISD is called to the scene of major emergency incidents by law enforcement and public safety agencies. The SOU shall assist and co-ordinate its activities at the scene of an emergency with the incident commander or such other official designated by City of Boston Ordinances and/or federal or state laws or regulations.
3. The SOU shall participate as requested in working arrangements between law enforcement and public safety agencies and shall direct all co-operative undertakings between inspectors from different divisions of ISD and these outside agencies and organizations.

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4. The Investigations and Regulatory Enforcement Division shall be notified of requests for assistance from outside agencies including Boston Police Department ("BPD"), Boston Fire Department ("BFD") and Emergency Medical Services ("EMS") by all ISD employees.
5. The SOU shall administer all special enforcement and public safety initiatives including but not limited to the Auto Shop Team, the Rooming House Enforcement Team, the Hazardous Awareness Team, Boston Emergency Management Agency ("BEMA"), Receiverships and any other co-ordinated enforcement initiatives that may be assigned to it from time to time.
6. For the purposes of BEMA's response the Inspector of Buildings or his designee is designated as the SOU's representative to BEMA.
7. The Director of the Investigations and Regulatory Enforcement Division is hereby designated as ISD's representative to the Boston Environmental Strike Team ("BEST") and shall be responsible for assisting in developing and implementing prudent enforcement policies and procedures.
8. The SOU shall coordinate ISD's efforts regarding the abatement of substandard housing units or commercial properties that are reported as nuisances in the community. The SOU shall focus its enforcement efforts to best abate problems of chronic abandoned buildings, squatters, vagrancy, fire hazards, or other illegal use of premises, which contributes to the deterioration of buildings, land and neighborhoods.
9. In conducting its activities the SOU shall adhere to and shall follow all established departmental policies and procedures for conducting inspections, vacating buildings, initiating legal proceedings and in abating conditions and aftermaths of sudden death and other conditions which may be harmful to the public health and safety. The SOU shall coordinate their actions on scene with the appropriate city departments so that the best response is accomplished.

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10. The SOU shall respond to all incidents and requests for assistance from the BPD, BFD and EMS Departments and shall take all steps that are appropriate to abate squalid conditions. Squalid conditions found in buildings and on land include but are not limited to accumulation of garbage and trash, infestations of rodents, spilling of blood and body fluids resulting from sudden death and matter from decomposing human bodies and animals. The abatement shall be after the site has been turned over to the SOU from BPD, BFD, and or EMS.
 11. The SOU shall provide assistance to effected parties by referring them to professional counseling and other services that may be warranted by the circumstances and it shall co-ordinate its activities with other agencies.
 12. The SOU shall sponsor training seminars to inform inspectors of precautions and procedures to follow when they come in contact with hazardous or squalid conditions.
 13. This Commissioner's Bulletin is effective immediately and shall remain in place unless superseded or revoked.
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Signed:



Kevin J. Joyce
Commissioner of ISD

Signed:



Gary P. Moccia
Inspector of Buildings